

BOARD OF PROFESSIONAL ENGINEERS & PROFESSIONAL LAND SURVEYORS

301 South Park Ave
PO Box 200513
Helena MT 59620
(406) 841-2367
Email: dlibsdpels@mt.gov

PROFESSIONAL ENGINEER SURVEYOR RENEWAL APPLICATION

First, Middle and Last Name: _____

Preferred Mailing address: _____

City, State and Zip code _____

License Number: _____

Your Montana Professional Engineer Surveyor license will expire on June 30, 2006.

NOTE: You can renew your license on-line at LicenseRenewal.mt.gov

Renewal fee: \$110.00

Renewal Fee if Postmarked after June 30: \$220.00

In order to renew your Engineer Surveyor license for the next two years:

1. You must answer the continuing education question; or select a CE exemption; or request Inactive status.
2. You must answer the disciplinary question at the bottom of the form. [Your renewal will be returned if left unanswered]
3. Return the signed renewal application and appropriate fee to the Board office postmarked by June 30, 2006.
Please submit a check or money order made payable to the Board of PELS. **Do not send cash.**
4. Renewals postmarked after June 30 will be assessed a penalty fee of \$110.00, increasing the total amount due to \$220.00. A lapsed license may be reinstated within two-years of the default without examination upon payment of the fee, and compliance with the boards requirements. A license that is not renewed within two-years of the most recent renewal date automatically terminates. The terminated license may not be reinstated, and a new original license must be obtained.
5. A renewal form returned to a licensee for any reason will be considered late if it is not re-postmarked by June 30, 2006.
6. You are required to have 30 PDH units [professional development hours] of continuing education completed every two-years in order to renew your active professional engineer surveyor license. A maximum of 15 PDH units may be carried forward into the subsequent renewal period. The Board will be conducting a random audit of licensees to ensure compliance. You will be notified in writing if you are among those selected.

- ☐ **Yes** I have completed at least 30 PDH units of Continuing Education for my Professional Engineer Surveyor license.
- ☐ **No** I have not completed the Continuing Education requirements.

CONTINUING EDUCATION EXEMPTIONS: I qualify for an exemption based on the following: [please check one]

- ☐ 1) I am a new licensee by exam or reciprocity and this is my first renewal period. My initial license date _____.
- ☐ 2) I am on temporary active duty status in the armed forces of the United States for a period of time exceeding 120 consecutive days.
- ☐ 3) I have a physical disability, illness or other extenuating circumstance. Supporting documentation must be provided and approved by the Board.

☐ **INACTIVE STATUS:** I would like to place my license on Inactive status and have included the required renewal fee. My signature below confirms my request to place my license on Inactive. To reactivate my license, I will be required to meet the requirements of ARM 24.183.2102.

RETIRED STATUS: If you have retired and certify that you are no longer receiving any remuneration from providing professional engineering services you may omit completing this renewal form and contact the board office to receive information on applying for Emeritus status or obtain an Emeritus Application on our website.

Yes ___ **No** ___ Have any legal or disciplinary actions been instituted against you since your renewal? If so, please attach copies of the document that initiated each action and all final orders. Section 37-1-105 MCA, requires that you report this information. Failure to accurately furnish the information is grounds for denial or revocation of you license.

Your Signature: _____

Date: _____